

APPENDIX E

(See Chapter 4, DoD 5025.1-M (reference (o)) for additional format information¹)

SAMPLE OF NEW OR ALTERED SYSTEM OF RECORDS NOTICE IN FEDERAL REGISTER FORMAT

(See Subsection A.6. of Chapter 6)

DEPARTMENT OF DEFENSE

Defense Nuclear Agency

Privacy Act of 1974

New System of Records

AGENCY : Defense Nuclear Agency (DNA)

ACTION: Notice of a new record system

suMMARY : The Defense Nuclear Agency is adding a new system of records to its inventory of systems of records subject to the Privacy Act of 1974. The system notice for the new system is set forth below.

DATES : This system shall be effective unless comments are received which result in a contrary determination.

ADDRESS : Send comments to the System Manager identified in the system notice.

FOR FURTHER INFORMATION CONTACT:

Robert L. Brittigan,
General Counsel,
Defense Nuclear Agency,
Washington, **D.C.** 20305,
Telephone (202) 325-7681.

SUPPLEMENTARY INFORMATION: The Defense Nuclear Agency record system notice as prescribed by the Privacy Act of 1974 (5 **U.S.C.** 552a), as amended, have appeared in the FEDERAL REGISTER on September 28, 1981 (46 FR 51073) and February 16, 1982 (47 FR 6829).

¹ Prepare Federal Register documents on 8½ by 11 inch plain bond paper. Margins shall be 1 inch all around and text shall be double-spaced.

The Defense Nuclear Agency has submitted a new system report on March 27, 1982, for this system of records under the provisions of 5 **U.S.C.** 552a(o) of the Privacy Act.

M. S. Healy
OSD Federal Register Liaison Officer
Department of Defense

SAMPLE

HDNA 609-03

System name:

Personnel Exposed to Radiation from Nuclear Tests.

System Location:

Headquarters, Defense Nuclear Agency, Washington, **D.C.** 20305, Main computer location.

Categories of individuals covered by the system:

All DoD and DoD-affiliated personnel , military and civilian, who participated in the U.S. Government atmospheric nuclear test programs in the Pacific and at the Nevada Test Site.

Categories of records in the system:

Personal information consisting of name, rank, service number, **last** known or current address, dates of test participation, exposure and unit of assignment.

Authority for maintenance of the system:

10 **U.S.C.** Section 133, Powers of an Executive Department of a Military Department to Prescribe Departmental Regulations; 10 **U.S.C.** Section 133, Secretary of Defense: Appointment, Powers, Duties and Delegation by; DoD Directive 5105.31, "Defense Nuclear Agency (DNA)."

Purpose(s): To identify those individuals who may have been exposed to radiation from nuclear atmospheric test conducted by the U.S. Government in the Pacific or at the Nevada Test Site.

Information **is** provided to the medical services of all the Military Departments to identify military and retired personnel who were exposed to ionizing radiator during testing.

Routine uses of records maintained in the system including categories of users, and the purpose of such uses:

To the National Research Council and Center for Disease Control to determine the effects of ionizing radiation for the limited purpose of conducting epidemiological studies of the atmospheric nuclear weapons tests on DoD participants in those tests.

To the Department of Energy (DoE) to identify DoE contractor personnel exposed to ionizing radiation during nuclear testing for the limited purpose of conducting epidemiological studies of radiation effects of individuals so identified.

To the Department of Transportation (DoT) for the limited purpose of identifying DoT and DoT-affiliated personnel exposed to ionizing radiation during nuclear testing.

To the Veterans Administration to make determinations on service-connected disability for the purpose or resolving claims.

Policies and Practices for storing, retrieving, accessing, retaining, and disposing of records in the system.

Storage: Paper records in file folders; computer magnetic tape disks and printouts in secure computer facility.

Retrievability: Paper records filed in folders and computer magnetic tape and disk retrieved **by** name.

Safeguards: Paper records are filed in folders stored in locked security safes. Magnetic tapes stored in a vault in a secure computer area.

Retention and disposal: Paper records are retained until information is transferred **to** magnetic tapes, then destroyed. Magnetic tapes and disks are **retained** indefinitely.

System manager(s) and address: Director, Defense Nuclear Agency, ATTN: Privacy Act Officer, Washington, D.C. 20305, telephone (202) 325-7681.

Notification procedure: Information may be obtained from the System Manager.

Record access procedures: Requests should be addressed to the System Manager.

Contesting record procedures: The agency's rules for contesting contents and appealing initial determinations are contained in DNA Instruction 5400.11 (32 CFR Part 291a). Additional information may be obtained from the System Manager.

Record source categories: DNA records, searches of DoD records by other DoD Components , and from individuals voluntarily contacting DNA by telephone or mail.

Systems exempted from certain provision of the Act: None.